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TOWN OF EASTON
Department of Planning & Community Development

Meeting Minutes
Monday, May 24, 2010

Present: Colin Gillis, Clerk, Walter Johnson, Gregory Strange, Alice Savage,
Planning Director

Absent: Christine Santoro, Chair, Peter Deschenes

Colin Gillis called the meeting to order at 6:30 p.m.

6:30 P.M. BOARD BUSINESS

Chair Report

Colin Gillis asked if the rules & regulations were approved at Town Meeting. Town Meeting warrant articles passed. The Planning board proposed a number of changes to the zoning bylaws. All Planning Department articles passed. Parking regulation was deleted from zoning bylaw and is now in the Rules & Regulations in 2009.

FORM G – REQUEST FOR BOND RELEASE Alderwood Drive

Raymond Daley, developer of Alderwood Drive, attended the meeting and stated that in the spring there was a bond pulled which had the incorrect developer name for Alderwood Drive. He is now looking for a full release of the bond. Alice Savage noted that Stephanie Danielson approves.

Ms. Savage recommended approval for the release of funds. Planning Department has the deed and as-built. The street should be accepted at the next Town Meeting.

Walter Johnson moved to release any & all moneys held on Alderwood Drive. Gregory Strange seconded. Motion passes.

FORM A (ANR) 703 Washington Street (#10-17)

“Proposed Parking Site Plan #21 Bristol Drive,” prepared for Compass Development LLC by PMP Engineering Group, February 25, 2010

The project engineer for 703 Washington Street (same as Bay State Motors) was not able to make this meeting. Alice Savage recommended moving forward with the process in his absence. The board approved the site plan to combine all lots at 703 Washington Street into a single lot. Ms. Savage recommends endorsement as presented.

Walter Johnson moved to approve. Gregory Strange seconded. Motion passes.

DISCUSSION

Sign Zoning Map

An updated zoning map was approved at Town Meeting on May 17, 2010. Colin Gillis, Walter Johnson, and Gregory Strange signed the new map titled, “Town of Easton Zoning Map” dated May 17, 2010.

ZBA Request for Comment: 184 Depot Street

The owners of 184 Depot Street would like to build an addition onto their house for an in-law apartment. They applied for a special permit to convert their single family home to a two-family dwelling. Alice Savage recommended board approval of the permit.

Walter Johnson moved to send a letter to Zoning Board of Appeals in favor of the project. Gregory Strange voted against recommending it. Motion passed (2-1).

Settlers Notch Subdivision (Settlers Way)

Alice Savage referenced an email from Stephanie Danielson regarding the Settlers Notch Subdivision (near Josie’s Way). Ron Sayles, a property owner, asserts that he has had an ongoing drainage problem as a result of the subdivision at Settlers Way and that the developer was not working with him to correct it. Stephanie Danielson did a site inspection and recommends that the developer pay for a site review to determine if the stormwater system was constructed as designed. Alice Savage will ask Woodard & Curran to do a cost estimate. Ms. Savage recommends Woodward & Curran do a review of the project. Cost may be approximately \$5,000.

Board Update

Alice provided the board with an update of an upcoming agenda item at the upcoming June 7th, 2010 meeting regarding Josie's Way. Josie's Way is a private way. All of the lots in the subdivision have been sold; all but one of the lots have been built upon. The DPCD has received complaints from residents that the road is not finished. In an atypical arrangement, the board has surety in a joint account with the developer at the Mansfield Bank. The surety agreement with the bank expires on June 30th, 2010. If the developer does not attend the June 7th board meeting, the board needs to vote at that meeting to take the surety before it becomes an expired agreement. Mansfield bank can extend the deadline. The board should accept a limited extension of the surety deadline contingent on receiving an updated road cost estimate. The deadline should be no later than August 30th, 2010, in order to give the developer enough time to complete the road. Also, the Town of Easton needs to be the only name on the bank account, as it should not be a joint account. If the developer attends the next meeting on June 7th, the board should extend the deadline and change the agreement to have the Town of Easton be the only holder on the bank account. Josie's Way residents have been notified and will likely show up at the next meeting.

6:53 PM CONTINUED SITE PLAN REVIEW 21 & 15 Bristol Drive (# 10-13)

"Proposed Parking Site Plan #21 Bristol Drive," prepared for Compass Development LLC by PMP Engineering Group, February 25, 2010

Michael Perrault of P.M.P. Associates, LLC, and Chuck Giacchetto of Compass Development attended the meeting to update the board on requested changes to their project. A few weeks ago they received the initial peer review letter from Woodard & Curran regarding stormwater management and a request to make sure the plan calculations were done correctly. Michael Perrault wrote a response letter and plans have been resubmitted. He added installed infiltration systems on both ends of the new driveway and the plan now shows groundwater elevation and the existing property. They replaced the break in the curb with a water quality catch basin unit suitable for a 100 year event. Michael Perrault asserted that they have more than balanced for stormwater on the developed part of the site. They did testing at both locations: groundwater table #4 = 86" and test hole #5 = 83".

The new part of the site looks slightly different. They took the 50-foot buffer from the adjoining property's leaching field into account and are placing the erosion control barrier 50 feet away from it. They eliminated the swale around parking lot and are re-landscaping. They will provide a berm and remove the concrete bumpers from the parking lot leading to the infiltration basin with a stone overflow. Snow plows can push snow off the embankments, and it will be easier to plow without the concrete bumper strips. They also added more detail to the plan.

Woodard & Curran asked for additional information, including a mounding analysis. Michael Perrault spoke with David White at Woodard & Curran, who sent an email to the Planning Director, Alice Savage, which recommended approval with the following conditions:

- 1) The applicant satisfactorily addresses the comments outlined in W&C's May 24, 2010 letter.
- 2) The applicant revise the TSS removal worksheets submitted this afternoon via email to a) remove street sweeping credit and b) correct the calculations for overall removal efficiencies predicted.
- 3) The applicant provide a mounding analysis to confirm the infiltration basins will function as intended with the predicted infiltration rates and groundwater elevations (the groundwater does not mound above the bottom of the proposed systems).
- 4) The applicant provide the water quality flow rate (based on a 1-inch storm event) to demonstrate appropriate sizing of the CDS devices.
- 5) The applicant pay the Town's consultant fees relative to additional review of the above documentation and preparation of a final letter to the Board.
- 6) Any substantial deviation from the currently proposed stormwater management design would require a amendment to the site plan in accordance with the Board's procedures.

These items are not going to change the plan. Michael Perrault asked that the plan be approved with conditions. They will additional information on stormwater drainage, as described in the letter report from Woodard & Curran, dated May 24, 2010. They understand that any substantial deviation would require site plan approval.

Michael Perrault will update Woodard & Curran before the next meeting and ask them to send a letter to the board. Chuck Giacchetto asked if they could move forward with the work. The board asked him to contact the office before back filling. Stephanie Danielson will be the contact at the office.

Alice Savage recommended board approval with no certificate of occupancy issued until conditions have been met. Ms. Savage will work with Stephanie to send a letter to the building inspector regarding this matter.

Walter Johnson moved to approve. Gregory Strange seconded. Motion passed.

OTHER BUSINESS

After 15 years on the board, Colin Gillis will not seek reappointment. His current appointment ends 6/30/10.

Planning & Zoning
Meeting Minutes, May 24, 2010

This is Alice Savage's last board meeting. She will be leaving the department on June 1st.

Walter Johnson asked if the board could be supplied with an updated street listing for the Town of Easton.

Alice mentioned that they will be sending out an RFP for new engineers this summer, looking for a better price. Woodard & Curran is a full-service firm. They do an excellent job but their rates are high.

The next meeting will be held on Monday, June 7th, 2010 in the first floor conference room.

ADJOURN

Walter Johnson moved to adjourn at 7:15 pm, seconded by Gregory Strange. Motion passes.

Respectfully submitted by Randi Graham, Recording Secretary

Signed by,

Date

Colin W. Hillis

6/7/10